



**MINUTES  
REGULAR MEETING  
QUEEN CREEK PLANNING & ZONING COMMISSION  
QUEEN CREEK COMMUNITY CHAMBERS  
20727 E. CIVIC PARKWAY  
APRIL 10, 2019  
6:00 PM**

**1. Call to Order**

The meeting was called to order at 6:01PM.

**2. Roll Call**: One or more members of the Commission may participate by telephone.

Commissioners in attendance: Chairman Alleman, Vice Chairman Ehmke, Commissioner Matheson, Commissioner Young, Commissioner Spall, and Commissioner Benson. Commissioner Sossaman was absent.

**3. Public Comment**: Members of the public may address the Commission on items not on the printed agenda. Please observe the time limit of (3) three minutes. Request to Speak Cards are available at the door, and may be delivered to staff prior to the commencement of the meeting. Members of the Commission may not discuss, consider, or act on any matter raised during public comment.

None.

**4. Consent Agenda**: Matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion and one vote.

**A. Discussion and Possible Action on the March 13, 2019 Planning Commission Meeting Minutes.**

**B. Discussion and Possible Action on P18-0190 "Hastings Farms Parcels F & G Residential Design Review Amendment."** Lennar is requesting approval of three (3) new standard plans with three (3) elevations each to be constructed on 249 lots in Parcels F and G of the Hastings Farms subdivision, located at the northwest corner of Cloud and Crismon roads. (Steven Ester, Planner I)

**Motion to approve Consent Agenda:**

**1<sup>st</sup>**: Matheson

**2<sup>nd</sup>**: Benson

**Vote**: 6-0 (Commissioner Sossaman was absent for the vote)

**FINAL ACTION:**

None.

**PUBLIC HEARING:**

5. **Public Hearing and Possible Action on P19-0036 “Zoning Ordinance Text Amendments,”** a request for Zoning Ordinance Text Amendments addressing Industrial Design Guidelines, Conditional Use Permits, Administrative Review for Site Plans, and general code corrections. (Erik Swanson, Principal Planner)

Erik Swanson, Principal Planner, introduced the text amendment case and briefly outlined the schedule of the upcoming text amendments proceeding forward to the Planning Commission. Mr. Swanson summarized the Industrial Design Guidelines text amendment, touching on how outside sources were given the opportunity to comment on the proposed guidelines and incorporated in the draft being presented. The Town currently has no Industrial Design Guidelines, so the text amendment seeks to provide standards for such development. Mr. Swanson mentioned that two developers’ and one attorney’s comments were provided to staff.

Mr. Swanson moved onto the Conditional Use Permits text amendment, stating the change will no longer require banks or fast food drive-throughs to obtain Conditional Use Permits. These types of uses are understood to be in compliance with commercial development, so an administrative review can handle such projects. Mr. Swanson also stated this text amendment will speed up the overall development process by not requiring the applicable cases to continue to Town Council for approval.

Mr. Swanson discussed the Site Plan Review text amendment and outlined how the current Zoning Ordinance allows for sites 5 acres and under to be approved administratively. With the update, the new provision will allow for projects up to 10 acres to be approved administratively. Mr. Swanson stated projects without proper zoning will still be required to come before the Planning Commission and Town Council regardless of their size.

Mr. Swanson concluded his presentation by summarizing the general clean-up items as part of the text amendments. Many of them are corrections of Scrivener’s Errors and adding clarifying language applicable areas and definitions.

Commissioner Matheson expressed his support of the changes, and how the Conditional Use Permit amendment should help the development community by streamlining the process for approval.

Chairman Alleman expressed his appreciation of staff’s work and how the development community was consulted.

Vice Chairman Ehmke expressed his support for the Site Plan Review text amendment, stating it should alleviate some of the more routine cases that come before the Planning Commission.

**Move to approve P19-0036 “Zoning Ordinance Text Amendments”:**

**1<sup>st</sup>:** Ehmke

**2<sup>nd</sup>:** Young

**Vote:** 6-0 (Commissioner Sossaman was absent for the vote)

**ITEMS FOR DISCUSSION:**

None.

**ADMINISTRATIVE ITEMS**

- 6. Summary of Events from members of the Commission and staff.** The Commission may not deliberate or take action on any matter in the “summary” unless the specific matter is properly noticed on the Regular Session agenda.

Kristen Devine, Planning Intern, was introduced to the Planning Commission and briefly summarized her time working with the Planning Department. Ms. Devine presented the Planning Commission with the monthly building permit data for the Town, stating 107 single family building permits were issued in February and 92 single family building permits were issued in March.

Ms. Devine moved on to summarize recent Council activity, stating Thomas Schuett was reappointed to the Board of Adjustment at the March 20, 2019 Town Council meeting and the Dutch Bros Conditional Use Permit and Site Plan were unanimously approved at the April 3, 2019 Town Council meeting. Ms. Devine relayed to the Commissioners that the Town Council was appreciative of their work on the Dutch Bros applications.

Sarah Clark, Senior Planner, expressed the Planning department’s gratitude towards Ms. Devine and her help.

**7. Adjournment**

**Motion to adjourn at 6:14PM:**

1<sup>st</sup>: Benson

2<sup>nd</sup>: Matheson

**Vote:** 6-0 (Commissioner Sossaman was absent for the vote)

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Shaine Alleman, Chairman

ATTEST: \_\_\_\_\_

Steven Ester, Planner I

I, Steven Ester, do hereby certify that, to the best of my knowledge and belief, the forgoing Minutes are a true and correct copy of the Minutes of the April 10, 2019 Regular Session of the Queen Creek Planning and Zoning Commission. I further certify that the meeting was duly called and that a quorum was present.

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Steven Ester, Planner I

Passed and approved on May 8, 2019.



**MINUTES  
WORK STUDY SESSION  
QUEEN CREEK PLANNING & ZONING COMMISSION  
QUEEN CREEK COMMUNITY CHAMBERS  
20727 E. CIVIC PARKWAY  
APRIL 10, 2019  
IMMEDIATELY FOLLOWING THE 6:00PM REGULAR SESSION**

**1. Call to Order**

The meeting was called to order at 6:15PM.

**2. Roll Call** (one or more members of the Commission may participate by telephone)

Commissioners in attendance: Chairman Alleman, Vice Chairman Ehmke, Commissioner Matheson, Commissioner Young, Commissioner Spall, and Commissioner Benson. Commissioner Sossaman was absent.

**ITEMS FOR DISCUSSION**

These items are for Commission discussion only and no action will be taken. In general, no public comment will be taken.

**3. Development Impact Fees Update** (Scott McCarty, Finance Director)

This agenda item was postponed to a later meeting.

**4. Zoning Ordinance Text Amendment Update - Signage** (Erik Swanson, Principal Planner)

Erik Swanson, Principal Planner, began to discuss the upcoming text amendment for signage. Mr. Swanson first outlined Real Estate Signs, touching on the definition and content of Open House Signs. Staff is proposing to change the name from "Open House Signs" to "Residential Yard Signs," which will include garage sale signs and for sale signs. Mr. Swanson discussed how these signs would be allowed in the public right of way, specifically adjacent to a sidewalk or at least 4 feet from the edge of a curb in the case where no sidewalk is present.

Mr. Swanson touched on eliminating the number of Residential Yard Signs allowed, which is currently set at six signs maximum for an individual home or cluster. Staff is proposing the change to allow for one sign per turning movement in a subdivision to serve as wayfinding to the home for sale. A one mile radius would be applied to the turning movement language.

Mr. Swanson discussed the proposed amendment regarding A-Frame signs. The Town currently allows for two A-Frame signs per business. Mr. Swanson stated staff is recommending to increase the allowance to two signs per wall plane. Mr. Swanson mentioned the signs will be allowed to locate within fifty feet of the building envelope, but there will be a separation of twenty feet required between all A-Frame signs on site for a property. Mr. Swanson discussed how the changes are intended to bring the Zoning Ordinance closer to current Supreme Court rulings and concluded his presentation for questions from the Commissioners.

Commissioner Benson inquired: Is the signage being changed going to affect flag banners or just A-Frame signs? Mr. Swanson responded by saying staff is working with the Town legal team to look into neighboring municipalities and how certain types of signage are handled.

Commissioner Benson expressed that he would like to see flag banners allowed, and that he is glad to see the update regarding A-Frame and Open House signage.

Commissioner Spall inquired: Currently six signs are allowed for real estate sales and open houses. The proposed change would eliminate this limit altogether? Mr. Swanson responded by confirming the limit would be eliminated, and further detailed how the open house signs are generally self-regulating.

Chairman Alleman inquired: When are signs in the public right of way, in the case of real estate signs? Mr. Swanson responded by saying that often the public has a misunderstanding of what the actual right of way is. By allowing the signs in the right of way, residents are able to place the signs adjacent to the road. Mr. Swanson continued to say that the sidewalk is generally the guide to use when placing real estate signs. Where a sidewalk does not exist, the recommended change is to place the sign around 4 feet away from the curb.

Chairman Alleman inquired: What is the definition of limited basis? Mr. Swanson responded by stating limited basis is referring to where in the right of way signs should be placed and how many should be placed.

Chairman Alleman inquired: So limited basis is not related to a time frame? Mr. Swanson responded by confirming that limited basis does not set a time frame.

Chairman Alleman inquired: Would this also control brokerage signage? Mr. Swanson responded by stating this change does not. The current code has provisions for such signage.

Commissioner Matheson inquired: With obscene signs, why is this section being removed? Mr. Swanson responded by stating this section of the code is specifying content, which is something the Town cannot do as follow up to the Supreme Court ruling.

Chairman Alleman inquired: Did this come out of the Town of Gilbert case? Mr. Swanson responded by stating although not directly from the Gilbert case, the concept of content neutrality is a take away from the Supreme Court case.

## **ADMINISTRATIVE ITEMS**

### **5. Recent activity update.**

None.

### **6. Summary of Events from members of the Commission and staff.** The Commission may not deliberate or take action on any matter in the "summary" unless the specific matter is properly noticed on the Regular Session agenda.

Chairman Alleman and the Planning Commission briefly congratulated Brett Burningham on his recent appointment to the Development Services Director position.

### **7. Adjournment**

**Motion to adjourn at 6:35PM:**

**1<sup>st</sup>:** Benson

**2<sup>nd</sup>:** Young

**Vote:** 6-0 (Commissioner Sossaman was absent for the vote)

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Shaine Alleman, Chairman

ATTEST: \_\_\_\_\_  
Steven Ester, Planner I

I, Steven Ester, do hereby certify that, to the best of my knowledge and belief, the forgoing Minutes are a true and correct copy of the Minutes of the April 10, 2019 Work Study Session of the Queen Creek Planning and Zoning Commission. I further certify that the meeting was duly called and that a quorum was present.

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Steven Ester, Planner I

Passed and approved on May 8, 2019.